

# General u3a Activity Risk Assessment Checklist in Covid-19

U3A Name <b>Bracknell Forest U3A</b>	
Interest Group <b>Pub Walks Group</b>	
Date Location/Postcode Monthly walks in the morning Various locations within 45-minute drive of Bracknell	
Nature and Description of Activity  Walks of approximately 3 – 4 miles taking about 2 hour to 2.30. We walk at a leisurely pace and stop for regular short breaks. The number of walkers per group will depend on latest Government guidance with a maximum of 25 walkers possibly split into two groups.	

<b>Part 1: Before the activity Group Organiser Check list:</b>	<b>Yes (☐)</b>
Risk Assessment completed and forwarded to all members of the group	Yes
Attached	

<p>A) Consider the current Government and Public Health advice in relation to your location and the feasibility of carrying out this activity safely adhering to present social distancing requirements and permissible indoor and outdoor group sizes.</p> <p>B) Consider whether your activity involves the sharing of any equipment or shared spaces and make suitable arrangements to have antiviral cleaning products available.</p> <p>C) Advise all wishing to take part that they should allow group leaders take a register with contact details of participants to share with NHS Contact and Trace service if required.</p> <p>D) Where necessary inspect area prior to starting activity to ensure adequate social distancing can be maintained throughout and to remove/isolate any hazards.</p> <p>E) Ensure travel arrangements also meet the necessary requirements</p> <p>F) Consider the general hazards related to this type of activity, the impact accommodating Covid19 requirements may have on the way it is organised.</p> <p>G) Record outcome of these considerations in writing prior to the activity and share with participants so they can complete their personal checklist in line with the information in your checklist.</p>	
<p><b>Part 1. Activity Checklist outcomes:</b></p>	<p><b>Yes (☐)</b></p>
<p>Completed attached risk assessment indicates satisfactory outcomes for the activity with identified control measures to manage the risk</p>	
<p><b>Signed Group Organiser:</b> C Clark</p>	<p><b>Dated</b> 1-08-21</p>

<b>Part 2 - Before Activity Personal Checklist:</b>	<b>Yes ( )</b>
<p>A) All participants to review their own personal health and circumstances and refer to current Government guidance for different risk categories in Covid19 and what measures are recommended for people over 70 and/or with various medical conditions.</p> <p>B) Consider the health risk category of anyone else you are isolating with in your household.</p> <p>a) Review the risk check list for the activity above completed by the group organiser and consider if you can take part without adverse risk to yourself or household.</p>	

<b>Part 2. Personal Checklist Outcomes:</b>	<b>Yes ( )</b>
<p>Before Activity Personal Checklist issued to all members of the group in line with U3A Requirements.</p> <p>a.</p> <p>b</p> <p>c.</p>	
<b>Signed</b>	<b>Dated</b>

## Bracknell u3a Pub Walks Risk Assessment To Include Covid 19

Hazard/Risk Who Might Be Harmed	How the Risk is Controlled	Are the hazards acceptable with control measures
<p>Transmission of COVID 19 through close contact/meeting other people Members of the group or public</p>	<p>Members are to complete their own before Activity Personal Checklist (issued by Third Age Trust)</p> <p>Group leaders to check current Government and Public Health guidelines prior to the walk/meal</p> <p>Walk and meal is planned for a less busy time of the day</p> <p>Members must not to attend the walk/meal if they are unwell or any members of their household have any COVID-19 symptoms</p> <p>Car share is possible in line with current government requirements and guidelines</p> <p>The number of members attending the walk is limited to 25. Walkers may then be split into two groups with a leader for each group.</p> <p>Members wishing to attend a walk must book a place on the walk by email or telephone.</p> <p>Talk prior to the walk to remind people to maintain physical distancing and what to do at any pinch points or road crossings and reminded that it is everyone's responsibility to do this</p> <p>Group Leader to check with restaurant and make members aware of any additional requested safety procedures</p> <p>One group leader to sign in members and keep the list for 21 days of who has attended the walk in case it is needed for track and trace.</p>	<p>Yes</p>
<p>Transmission of COVID 19 through touching gates, stiles fences or equipment Members of the group or public</p>	<p>Avoid touching gates and path furniture, where possible</p> <p>Ask members to bring with them and use hand sanitizers</p> <p>Advice members not to share food, drink or equipment such as walking sticks/poles</p>	<p>Yes</p>
<p>Members become unwell with Covid 19 symptoms after the walk Members of the group</p>	<p>Remind members to advise group leader so that other members of the group can be made aware and access if they had close contact with that member</p>	<p>Yes</p>
<p>Weather Members of the group</p>	<p>Group leaders to check weather forecast and cancel walk if necessary</p> <p>Members are responsible for wearing suitable clothing and footwear for the walk and forecasted weather conditions</p> <p>Members to use sun protection if appropriate</p>	<p>Yes</p>

	Members must bring water with them Abandon walk if necessary	
Slips, trips and falls Members of the group	Warn in pre-walk talk and as necessary on route of any known hazards Have a mobile phone available to call for help if necessary Group leaders to be aware of members who are slower walkers and adjust the speed of the walk as necessary. Regular stops to allow people to catch up and rest Abandon walk if necessary	Yes
Dual Use Paths Members of the group or public	Keep to one side of the path Ask walkers to help warn each other of bikes approaching	Yes
Traffic Members of the group	Walks are planned to avoid very busy roads Cross at safer places where ever possible Keep group together Group leader to assist as necessary to ensure safe crossing	Yes
Over hanging branches and vegetation Ponds, watercourses Members of the group	All walks have been pre walked to identify hazards Remind members to keep away from edges and take care next to ponds, stream etc. Encourage walkers to advice each other of any hazards that they become aware of e.g. overhanging branches.	Yes
Inclines Members of the group	Warning of any significant inclines in email description of the walk and pre walk talk Allow and encourage everyone to take inclines at their own pace Rest at top of inclines.	Yes
Pre-existing health conditions Members of the group	Ask members to make group leader aware of any health concerns they have Remind members to carry any medications they need with them Group leaders to be aware of members with health conditions and adjust the speed of the walk as necessary. Regular stops to allow people to catch up and rest	Yes
Members becoming separated from group	One group leader or allocated person to act as a back stop Group Leader to periodically count the number in the group Regular breaks to allow members to catch up and rest	Yes

Animals/ Livestock Members of the group	Avoid where possible fields with livestock in them. Cross fields with livestock calmly and quietly, stay together as a group. Dogs – Members can bring well behaved dogs on a walk but – any problems with a dogs behaviour the group leaders decisions will be final.	Yes
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